Casa Blanca Villas Townhouse Association of Phoenix

c/o VISION Community Management 16625 S. Desert Foothills Parkway Phoenix, AZ 85048 (480) 759-4945 fax (480) 759-8683 Email: casablanca@WeAreVision.com

Effective September 1, 2014, your Board of Directors has contracted with VISION Community Management (VCM) to provide professional HOA management, accounting, and consulting services to the Casa Blanca Villas Townhouse Association of Phoenix. After this date, please address all questions and payments to the address/phone numbers listed below.

At VCM we believe in open communication between homeowners, the Board of Directors, your community manager and accountant. Our experience has shown that a homeowner's main concern is a lack of communication and response. At VCM, your experienced accountant, certified manager, or administrator is available Mon-Fri 9:00 am – 5:00 pm.

Should you have to leave a voice or email message for your team, we strive for a response time of no more than one business day. For after-hours emergencies, please call the office and when prompted, select option 5, your call will be directed to our after-hours emergency line.

Payments already submitted to the previous management company (Golden Valley) will be forwarded to our office and your account will be updated. Please note that late fees will not be assessed during the first sixty (60) days as we are currently transitioning to Vision Community Management.

If you had a credit balance with the prior management company, that information will be forwarded to our office. Failure to send payments to the new remittance address could cause delays in the posting of your assessment payment.

If you haven't already submitted your payment, please submit your check made payable to *Casa Blanca* to the "Payment Address" below. Any other type of association correspondence can be directed to our "mailing address."

MAILING ADDRESS Casa Blanca

c/o VISION Community Management 16625 S. Desert Foothills Pkwy Phoenix, AZ 85048

Ph: (480) 759-4945 fax: (480) 759-8683 casablanca@WeAreVision.com

PAYMENT ADDRESS

Casa Blanca c/o VISION Community Management P.O. Box 60516 Phoenix, AZ 85082-0516 *Please reference your lot # on your check* This is a bank lockbox. Do not send any correspondence to this address. It will <u>not</u> be forwarded to our office.

If you currently use an online bill paying service, please take a moment to update the address on file. If you would like to pay your assessments via electronic ACH Debit (automatic withdrawal), please fill out the enclosed form and return it to our office (if you were previously set up for ACH, you will need to fill out the attached form since the prior ACH Debit is no longer valid).

Please take some time to review what is available on our website (www.WeAreVision.com). Click on "View All Communities" on the home page and then look for *Casa Blanca* in the community listing.

VCM looks forward to working with you and your Board of Directors to ensure the highest levels of service and value continue to be offered. Do not hesitate to contact us with any questions you may have.

Sincerely, VISION Community Management Team